

MASS MEMORANDUM
#2008-15

TO: Public School Superintendents

FROM: Jennifer W. Davis
Director of Office and Management and Budget

DATE: January 29, 2008

SUBJECT: School Budget Submissions-Fiscal Year 2007

Section 17 of the Fiscal Year 2008 Budget Act (House Bill 250) requires school districts to provide this office with signed copies of the approved district budget for expenditures. We ask that you also send copies of the approved district budget to Michael Morton at the Office of the Controller General and Leah Jenkins at the Department of Education.

If you have not already done so, please submit a copy of the budget no later than February 1, 2008. We recognize that final Board approval of district budgets may vary and therefore, we will accept preliminary budgets accompanied by documentation of when the Board will vote to approve the budget. The final budget should be forwarded to this office within a week of Board approval.

As always, we appreciate your cooperation. Should you have any questions or comments, please contact Emily Falcon at (302) 739-4206.

JWD:EMF:ban
cc: Leah Jenkins
Michael Morton
Emily Falcon